

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

<b>(1) DEPARTMENT</b> General Services	<b>(2) MEETING DATE</b> 4/10/2012	<b>(3) CONTACT/PHONE</b> Katie Perez, 805-781-5200	
<b>(4) SUBJECT</b> Letter transmitting contract documents for public bidding of construction services for Job Order Contract, PJOC12 (Clerks File).			
<b>(5) RECOMMENDED ACTION</b> General Services recommends your Board, 1. Adopt the Contract Documents (Clerk's File) for Job Order Contract, PJOC12, and 2. Instruct the County Clerk to give Notice to Bidders, calling for sealed bids no later than 3:00 PM on May 3, 2012.			
<b>(6) FUNDING SOURCE(S)</b> Budgeted Maintenance and Capital projects	<b>(7) CURRENT YEAR FINANCIAL IMPACT</b> Based on number of contracts awarded.	<b>(8) ANNUAL FINANCIAL IMPACT</b> Minimum award of \$50,000 to a potential award of \$4,152,000	<b>(9) BUDGETED?</b> Yes
<b>(10) AGENDA PLACEMENT</b> <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation (Time Est. _____) <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business			
<b>(11) EXECUTED DOCUMENTS</b> <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A		<b>(12) BUDGET ADJUSTMENT REQUIRED?</b> BAR ID Number: NA <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
<b>(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)</b>  NA		<b>(14) W-9</b> <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
<b>(15) LOCATION MAP</b>  No	<b>(16) BUSINESS IMPACT STATEMENT?</b>  No	<b>(17) AGENDA ITEM HISTORY</b>  <input type="checkbox"/> N/A    Date: 11/09/2004 (Resolution No. 2004-352)	
<b>(18) ADMINISTRATIVE OFFICE REVIEW</b>  <div style="height: 50px;"></div>			
<b>(19) SUPERVISOR DISTRICT(S)</b> All Districts -			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services / Katie Perez, 805-781-5200

DATE: 4/10/2012

SUBJECT: Letter transmitting contract documents for public bidding of construction services for Job Order Contract, PJOC12 (Clerks File).

## **RECOMMENDATION**

General Services recommends your Board,

1. Adopt the Contract Documents (Clerk's File) for Job Order Contract, PJOC12, and
2. Instruct the County Clerk to give Notice to Bidders, calling for sealed bids no later than 3:00 PM on May 3, 2012.

## **DISCUSSION**

A Job Order Contract (JOC) is a contractual tool used by Architectural Services in the completion of countywide projects. It provides us with a competitively bid, firm-fixed-price indefinite-quantity contract that saves time in the delivery of capital and maintenance projects. It is a web-based program that includes a collection of detailed repair and remodel tasks and specifications that have established unit prices. The JOC is placed with a Contractor for a twelve-month period for the accomplishment of repair, alteration, modernization, and rehabilitation of buildings, structures, infrastructure, or other real property. The Contractor, under the JOC, furnishes management, materials, labor, and equipment needed to perform the work.

The JOC program is permitted by the Public Contract Code for maintenance and renovation projects. The program includes a Construction Task Catalog (CTC). It is based on the use of experienced labor and high quality materials. All of the unit prices in the CTC, incorporate prevailing local wage and materials cost data. The CTC is work segment based. It incorporates local activity, climate and geographic features.

The JOC program has assisted General Services in delivering numerous construction projects in a cost effective manner. The current contract (PJOC11) will expire on June 8, 2012. This request will provide the County with competitive bids for a new JOC contract for Fiscal Year 2012-13.

See Attachment "A" for chronological history of prior Job Order Contracts awarded by the Board of Supervisors.

## **OTHER AGENCY INVOLVEMENT/IMPACT**

The Environmental Division of the Planning and Building Department reviews all projects within the Capital and Maintenance Project Programs for conformance with CEQA and other environmental requirements. The Office of the Auditor Controller coordinates with General Services to determine which projects qualify for the JOC program while County Counsel reviews the Agreement for form and legal effect.

## **FINANCIAL CONSIDERATIONS**

The annual Job Order Contract requires the County of San Luis Obispo to issue a minimum value of \$50,000 worth of construction job orders to the General Contractor awarded a Job Order Contract for PJOC12. The California Public Contract Code allows a maximum construction cost award of \$3,000,000 plus California Consumer Price Index increases since January, 1998 for annual Job Order Contracts. During the time period of January, 1998 – December, 2011, the California Consumer Price Index has increased 38.4%. For purposes of Job Order Contract, PJOC12, the maximum total

construction award of job orders allowed by the California Public Contract Code could be \$4,152,000.

Since authorization of Job Order Contract, PJOC1, the County of San Luis Obispo has approved 514 job orders for a total construction cost of \$19,229,772. To date, there have been 23 job orders approved under Job Order Contract, PJOC11 for a total construction cost of \$894,573. By the end of the PJOC11 contract year, it is estimated the total construction cost of all approved job orders will exceed \$1,900,000.

All payments to the successful bidder of Job Order Contract, PJOC12 will be made from the appropriations within approved Capital and Maintenance projects. Payments also include the consultant service fee to The Gordian Group as stipulated in their consultant services contract with the County of San Luis Obispo. There are no budget adjustments necessary for the action requested. The following table outlines previous Job Order Contract expenditures based on minimum and maximum contract awards allowed by the Public Contract Code.

Job Order Contract	Min. Award (Required)	Actual Award (To Date)	Est. Award	Max. Award (Allowed)
PJOC1 – PJOC10-2	\$550,000	\$19,229,772	-----	-----
PJOC11	\$50,000	\$894,573	\$1,900,000	\$4,209,000
PJOC12	\$50,000	-----	-----	\$4,152,000
TOTAL	\$650,000	\$20,124,345	-----	-----

## **RESULTS**

The JOC program substantially reduces the time and expense of the common design/bid/build process utilized for many construction projects. It is a procurement program that enables owners to accomplish a large number of small and medium-sized, maintenance and renovation projects with a single, competitively bid construction services contract. It allows the County to decrease project duration and cost, while increasing quality. It is an indefinite quantity, firm, fixed-price contract. The Contractor who is awarded the new Job Order Contract has a continuing financial incentive to provide responsive services and quality work, at a lower cost.

Since inception of the Job Order Contract program by the County of San Luis Obispo, General Services has managed and coordinated 514 individual County projects. It is conservatively estimated that at least 2 months of processing time is saved per project when using the Job Order Contract program. Based on 514 authorized projects in the Job Order Contract program, approximately 1,028 months have been eliminated from the traditional design/bid/build construction process.

Approval by your Board, to continue with the Job Order Contract (JOC) program provides an invaluable construction services procurement tool for General Services. It allows General Services to deliver construction projects in a timely and cost effective manner, necessary to accommodate the facility needs of County departments and the public.

## **ATTACHMENTS**

1. PJOC12 Attachment A
2. PJOC 12 Clerk's File